

GREATER MIRAMICHI REGIONAL SERVICE COMMISSION

COMMISSION DE SERVICES RÉGIONAUX DU GRAND MIRAMICHI

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GMRSC - MEETING Minutes – 2023-8 Greater Miramichi Regional Service Commission August 17, 2023

The Chairperson, Art O'Donnell called the meeting to order at 5:02 pm.

Item 2023-8-1 Record of Attendance

Members present:

Mayor, Art O'Donnell
Mayor, Ernest Robichaud
Mayor, Adam Lordon
Mayor, Kevin Russell
Mayor, Doug Munn (via Zoom)
Lynn Gregan, Rural District Representative

Also present:

Wilson Bell, Chief Administration Officer
Sharon Williston, Recording Secretary
Ron Gaudet, DELG, Local Services Manager via Zoom
Justin Forbes, Director of Operations
Krista Chase, Economic and Labour Force Development Coordinator
Melanie Rousselle, SWS Manager
Colleen Acker, Transportation Coordinator
Sylvia Rousselle, Communication Development Coordinator
Tara Ross Robinson, CAO Alnwick (via zoom)
Nic Odette, Planning Services Manager
Larry Allain (Rural District Alternate)
Mike Randall, Portfolio Solutions Group (via Zoom)
Marcelle Caissie, Circular Materials (via Zoom)
Dan Lantz, Circular Materials (via Zoom)
Nathan Delong, Miramichi Leader

Item 2023-8-02: Approval of Agenda

Moved: E. Robichaud
Seconded: K. Russell

Resolved, *'that Agenda 2023-8 be approved as circulated.'*

Carried

Item 2023-8-03: Declaration of Conflict of Interest

None Declared

Item 2023-8-04: Approval of Minutes of July 11, 2023 Standing Committee Meeting and July 26, 2023 GMRSC Board Meeting

Moved: K Russell
Seconded: E. Robichaud

Resolved, "that the minutes of Standing Committee Meeting held July 11, 2023 be accepted and approved as presented".

Carried

Moved: E. Robichaud
Seconded: L. Gregan

Resolved, "that the minutes of the GMRSC Meeting 2023-7 dated July 26, 2023, be accepted and approved as presented."

Carried

Item 2023-8-05: Circular Materials NB Stewardship Plan for Packaging and Paper

Jeff McCallum, Managing Director of Circular Materials presented the presentation via Zoom.

Marcel Caissie, Supply Chain Specialist, Josh Lewis, Field Service Rep and Dan Lantz, Strategic Advisor were also on the call.

Circular Materials is a national not-for-profit producer responsibility organization that serves, represents, and supports producers in building more efficient recycling systems across Canada. These services include collection, management, promotion, education, and reporting.

By extending producer responsibility to end-of-life management, EPR policies link the costs of collecting and managing products and packaging to those supplying the products and packaging in the form of producer fees. This encourages producers to consider how to meet recycling targets for materials by using packaging that is recyclable.

Throughout 2022, Circular Materials developed and consulted on a New Brunswick Stewardship Plan for Packaging and Paper on behalf of brand owners obligated by the Designated Materials Regulation under the *Clean Environment Act*. As per the Stewardship Plan, transition of existing residential curbside recycling programs will be completed in 2024.

On May 5th, 2023, Recycle NB approved the Stewardship Plan, which kickstarted the transition to the new program beginning on November 1st, 2023, for the western part of the province. The remaining regions will move to the Circular Materials model on May 1st, 2024. Circular Materials will contact the municipalities/RSCs to seek the intention to opt-in or opt-out of contracting with Circular Materials.

There will be a two-phase rollout. The GMRSC rollout is in Phase 2 of the plan (*Group 2*). On May 1, 2024, curbside collection will begin for those that accept the offer from Circular Materials.

What happens when a municipality opts-in or opts-out?

Where the Entity opts-in:

Entity that signs the Service Agreement Contract with Circular Materials will be responsible for the following:

- Engage in a contract with the collection service provider.
- Administer the collection contract and be responsible for customer service.
- Manage Public Education (P&E) with support from Circular Materials, and a top-up will be provided for P&E and contract administration.

Circular Materials will base the payment to each Entity on a set cost per stop.

Where the Entity opts-out:

If the Entity declines to sign the Service Agreement Contract, Circular Materials will be responsible for the following:

- Negotiate directly with a collection service provider.
- Administer the collection contract.
- Circular Materials will directly lead P&E.

Payment for collection will defer six months to allow Circular Materials to negotiate with a collection service provider. The collection service provider will be responsible for customer service.

Mayor Lordon was interested in hearing more about the financial cost and penalties of the program. He said he was not ready to make any financial decisions at this time.

Moved: L. Gregan
Seconded: A. Lordon

Motion, "to accept the presentation as presented."

Carried

Item 2023-8-06: GMRSC Regional Strategy (Final) – Presentation from Portfolio Solutions Group

Mike Randall of Portfolio Solutions Group presented the revised GMRSC Regional Strategy for 2023-2028.

The revised Regional Strategy was presented based on prior IN CAMERA meetings with the GMRSC Board members and changes that were suggested by the Board and GMRSC Staff.

With Local Governance Reform, the GMRSC has the obligation, according to regulation, to develop a comprehensive Regional Strategy aimed at identifying the strengths and gaps in the region and at establishing priorities and actions, especially in respect to the additional mandate functions, to provide direction for the board of directors for the next 5 years.

The Regional Strategy includes the following:

- A three-year operational Work Plan that Commission staff can use and refer to achieve the objectives of the Regional Strategy
- The framework for a Communications Plan
- The framework for a Communications Plan that outlines the preferred approach to communicate to residents, stakeholders, local governments, and others the services provided by the GMRSC, how these are delivered, and generally the mandate of the Commission as a service provider.
- A minimum 2-page standalone infographic that is written in plain language along with the final report for circulation to the public and stakeholder groups in the Miramichi Region.

Moved: A. Lordon

Seconded: L. Gregan

Motion, that the GMRSC board hereby approves the vision mandate, goals, and objectives of the GMRSC Regional Strategy dated August 17, 2023.

Motion Defeated

(3) Ayes - Adam Lordon, Lynn Gregan, Art O'Donnell

(3) Nays - Kevin Russell, Ernest Robichaud, Doug Munn

Wilson Bell, CEO advised the board that no funding was being approved tonight. The Board will make the decisions on what they want to spend. The motion is not about buying the whole package, approval and implementation of the plan will be dealt with when the 2024 budget is prepared.

Mayor Robichaud presented a new motion to be considered.

Moved: E. Robichaud

Seconded: A. Lordon

Motion, "that the GMRSC Board hereby approves the vision, mandate, goals and objectives of the Regional Strategy dated August 17, 2023, endorsing the fundamental strategy principles outlines therein, with the exception of the implementation plan detailed in Appendix A. Furthermore, the GMRSC shall engage board members to develop and finalize the implementation plan detailed in Appendix A."

Carried

(4) Ayes – Ernest Robichaud, Lynn Gregan, Art O'Donnell, Adam Lordon
(2) Nays – Kevin Russell, Doug Munn

ITEM 2023-7-07: CEO Update

1. Two vacant positions: Planner and Approvals Coordinator recruitment is underway. The deadline for applications is closing next week.
2. Board Governance Training Session will be scheduled for early October (Possibly October 5th or 6th).
3. The Finance Committee will be meeting on August 23rd @ noon to begin drafting the 2024 GMRSC Budget. A briefing session will be held with the Board to review the draft budget on Wednesday, August 30th @ 5 pm. The Draft Budget will be presented at the Regular Board meeting scheduled for September 13.
4. Next Regular Commission Board meeting – September 13, 2023 @ 5 pm.

Moved: L. Gregan
Seconded: A. Lordon

Resolved, "to accept the CEO update as presented."

Carried

ADJOURNMENT

The next GMRSC board meeting will be held at 5:00 pm on September 13, 2023

It was moved by Kevin Russell to adjourn the meeting.

There being no further business, the Chairperson declared the meeting adjourned at 6:51 pm.

Respectfully submitted:



Sharon Williston, Recording Secretary



Wilson Bell, RPP, MCIP, CEO

